

IMPLEMENTATION RESEARCH COORDINATOR

Position Description

The incumbent will serve as the Implementation Research Coordinator for the Polytrauma and Blast-Related Injuries Quality Enhancement Research Initiative (PT/BRI QUERI), funded by HSR&D and Rehabilitation Research and Development (RR&D). The PT-BRI QUERI, the most recently funded QUERI, was initiated in October, 2005. The mission of the PT/BRI QUERI is to promote the successful rehabilitation, psychological adjustment and community reintegration of individuals who have experienced polytrauma and blast-related injuries. The scope of the research portfolio includes the range of health problems, health care system and psychosocial factors represented in this mission, including care structures and processes within the Department of Defense (DoD), the VA and the community, as well as the transfer of care within and across systems. Because polytrauma and blast-related injuries affect multiple body organs and systems, this research is not disease or problem-specific, and because family members play a crucial role in rehabilitation and chronic illness, the scope of the research will include family members who fulfill caregiver roles. In addition to the necessary breadth of its focus, the PT/BRI QUERI acknowledges that the evidence base and standard of care for the rehabilitation of individuals with multiple battlefield injuries is emerging. The QUERI is conducting projects to address this challenge including needs assessments and data systems development.

The PT/BRI QUERI consists of a strong set of core investigators, support staff and a group of affiliated research investigators within the Center for Chronic Disease Outcomes Research (a VA HSR&D Center of Excellence), the Minneapolis VAMC, VISN 23, the University of Minnesota, the Department of Defense, and participating academic, governmental and community institutions.

The incumbent will be an integral member of the Center's core professional staff, contributing to improvement of health care quality and outcomes in the VA health system through a rigorous program of collaborative research and evaluation of healthcare interventions, innovations, and initiatives.

Primary responsibilities include the following:

1. Develop and operationalize ideas for translation projects based on current evidence and needs assessment data.
2. Develop and collaborate with investigators to implement an overarching formative and process evaluation plan for all PT/BRI QUERI translation-related projects.
3. Provide evaluation and translation technical assistance to QUERI and affiliate investigators.
4. Assist VA Central Office with cross-cutting translation needs.

5. Assist with PT/BRI QUERI report writing (e.g., Annual Report and Strategic Plan).
6. Develop and disseminate findings to a variety of audiences including policy-makers, clinical leadership, providers, patients and caregivers.
7. Help design, conduct, and evaluate emerging theory and evidence-based interventions related to polytraumatic blast injuries, traumatic brain injuries (TBIs) and traumatic amputations.
8. Work with the Research and Clinical Co-Coordination to understand current patient and provider behaviors and to develop recommendations for improving health care delivery across the VA health care system.
9. Work with the Research Coordinator to manage other project staff.
10. Design assessment instruments in collaboration with study investigators.
11. Meet the needs of patients and their families while supporting VA missions. Consistently communicates and treats customers (veterans, their representatives, visitors, volunteers and all VA staff) in a courteous, tactful and respectful manner. Provide the customer with consistent information according to established policies and procedures. Handles conflict and problems in dealing with the customer constructively and appropriately.
12. Protect printed and electronic files containing sensitive data in accordance with the provisions of the Privacy Act of 1974 and other applicable laws, federal regulations, VISN regulations and VHA statutes and policies. Protect data from unauthorized release, loss, alteration, or unauthorized deletion. Follows applicable regulations and instructions regarding access to the computerized files, release of access codes, etc., as set out in the Computer Access Agreement signed by the employee.

Factor 1: Knowledge Required by the Position

- a. The incumbent must have acquired health services, sociology, psychology, epidemiological, or other relevant training at an advanced educational level, preferably PhD or equivalent.
- b. The incumbent must possess thorough knowledge of the study protocol and operations manual. S/he shall understand the objectives of the QUERI as well as its organization, procedural rules, personnel, materials, etc. needed to achieve the study objectives.
- c. The incumbent should have a strong commitment to improving the rehabilitation, psychological adjustment, and community reintegration of individuals who have experienced polytraumatic and blast-related injuries.
- d. Demonstrate a solid understanding of research and evaluation methods.

- e. Experienced in intervention theory and methods targeting provider, patient, and/or system factors.
- f. Excellent communication skills are particularly important for this position. Able to effectively communicate in small group meetings as well as large audiences for the purposes of disseminating evaluation and decision support findings, syntheses, methods, conclusions, and recommendations. Skill in designing effective presentation materials for use in facilitating communication and understanding of varying degrees of scientific information so that appropriate interpretation and knowledge is conveyed.
- g. The incumbent will need strong interpersonal skill in order to work effectively with various levels of staff including clinic directors, providers, other program staff and affiliates.
- h. Proficiency and knowledge of PCs and computer software is required in order to store and maintain databases, and access information.
- i. Sufficient analytical skill and ability are required to evaluate the quality of information and data being accumulated and the progress toward overall study objectives.
- j. The incumbent must demonstrate an ability to solve problems independently.

Factor 2: Supervisory Controls

The supervisors (Research and Co-Clinical Coordinators) provide overall management; the incumbent independently carries out the projects and determines the most appropriate method for achieving project objectives. Consequently, the incumbent must have a high degree of confidence in his/her own ability.

Factor 3: Guidelines

Guidelines include research and medical center policies and directives, as well as literature on polytraumatic and blast-injuries and clinic organization. Work must be performed in accordance with study protocols. The incumbent must be capable of making independent decisions.

Factor 4: Complexity

Given the complexity of the work, the integrated structure of the VA and DoD systems, and the anticipated interaction with a variety of staff, clinicians, patients and their families, the incumbent needs strong organizational skills, the ability to deal with complex issues and be willing to approach them from many different angles.

Factor 5: Scope and Effect

The employee has a direct and vital effect on the professional conduct and successful completion of the studies and key to their success and that of the QUERI. The employee has key responsibility for ensuring that the QUERI objectives are met.

Factor 6: Personal Contacts

The incumbent establishes and maintains contacts with staff within the VA Medical Center at all levels of medical and administrative personnel. In addition, the incumbent has primary contacts with VA Central Office, related agencies and affiliate investigators.

Factor 7: Purpose of Contacts

The purpose of the contacts with staff and co-workers is to supervise their work and to properly design procedures; purpose of contacts with medical and administrative personnel is to carry out the study protocols.

Factor 8: Physical Demands

No unusual physical demands are required; however, the work is sedentary and requires long periods of concentrated mental effort. Some lifting and carrying of light items such as medical records and files will be necessary. Incumbent must be able to move about in a normal office setting.

Factor 9: Work Environment

The work is performed in an office environment. Some travel is required.